Approved for Release: 2025/04/22 C06943658

~~SECRET~~
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER

SECTION A — GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
Sudmeier, Elizabeth	12 May 1912	F	GS-13	D

6. OFFICIAL POSITION TITLE: Ops. Officer

7. OFF/DIV/BR OF ASSIGNMENT: DDP/NE

8.

9. CHECK (X) TYPE OF APPOINTMENT

X	CAREER		RESERVE		TEMPORARY
	CAREER-PROVISIONAL (See instructions - Section C)				
	SPECIAL (Specify):				

10. CHECK (X) TYPE OF REPORT

	INITIAL		REASSIGNMENT SUPERVISOR
X	ANNUAL	X	REASSIGNMENT EMPLOYEE
	SPECIAL (Specify):		

11. DATE REPORT DUE IN O.P.

12. REPORTING PERIOD (From- to-): 1 January 1966 - 30 November 1966

SECTION B — PERFORMANCE EVALUATION

W - Weak — Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

A - Adequate — Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

P - Proficient — Performance is more than satisfactory. Desired results are being produced in a proficient manner.

S - Strong — Performance is characterized by exceptional proficiency.

O - Outstanding — Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

	RATING LETTER
SPECIFIC DUTY NO. 1: Is in charge of all intelligence reports and intelligence requirement matters for large and active Station.	S
SPECIFIC DUTY NO. 2: Conducts [redacted] on substantive intelligence matters [redacted] (b)(3)	O
SPECIFIC DUTY NO. 3: Handles clandestine intelligence agents.	S
SPECIFIC DUTY NO. 4	
SPECIFIC DUTY NO. 5	
SPECIFIC DUTY NO. 6	

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, [illegible] the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

[redacted] 17 MAR 1967

4-65 [illegible] PREVIOUS EDITIONS

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GROUP 1
Excluded from automatic downgrading and declassification

(b)(3)
(b)(6)

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SECTION C — **NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

OFFICE OF PERSONNEL
MAR 3 3 45 PM '67
MAIL ROOM

This officer continued to perform in a superior manner until her departure from this station. She is unequalled in my experience as a reports and requirements officer. She conducted [redacted] on high priority and sensitive procurement matters [redacted] in an outstandingly competent manner, and necessarily without any detailed guidance from me or other Station officers. (b)(3) (b)(3)

This officer is also competent as an agent handler, and her understanding of clandestine agent operations [redacted] is very useful in helping her assign requirements to case officers. (b)(3)

Miss Sudmeier exercises good judgment in expending organization funds. She has no current supervisory responsibility.

SECTION D — **CERTIFICATION AND COMMENTS**

1. BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE	SIGNATURE OF EMPLOYEE
28 February 1967	Elizabeth Sudmeier

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION
Two years	Employee has been transferred; can see at Headquarters. (b)(3)
DATE	**OFFICIAL TITLE OF SUPERVISOR** (b)(6)
5 February 1967	Chief, [redacted]

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL (b)(3)

I concur in the above ratings and narrative. This employee was an extremely competent reports and requirements officer with an excellent understanding, based on first-hand experience, of clandestine operations.

(b)(3)
(b)(6)

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
14 February 1967	DCOS, [redacted]	

SECRET

(b)(1)
(b)(3)

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